

Person specification

| CRITERIA | QUALITIES |
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| Qualifications and training | <ul style="list-style-type: none"> ➤ A degree or other relevant qualification - ideally in accountancy, business management or a related discipline ➤ A school business management qualification (or a willingness to undertake the qualification within an agreed timescale) |
| Experience | <ul style="list-style-type: none"> ➤ Successful leadership and management experience in a school, or in a relevant field outside education ➤ Involvement in school self-evaluation and improvement planning ➤ Line management experience ➤ Contributing to staff development ➤ Working with children or young people |
| Skills and knowledge | <ul style="list-style-type: none"> ➤ Expert knowledge of financial management ➤ Excellent attention to detail ➤ Previous use of SIMs and/or Unit 4 ➤ Effective communication and interpersonal skills ➤ Ability to communicate a vision and inspire others ➤ Ability to build effective working relationships with staff and other stakeholders ➤ Understanding of data protection and confidentiality |
| Personal qualities | <ul style="list-style-type: none"> ➤ Commitment to promoting the ethos and values of the school and getting the best outcomes for all pupils ➤ Commitment to acting with integrity, honesty, loyalty and fairness to safeguard the assets, financial probity and reputation of the school ➤ Ability to work under pressure and prioritise effectively ➤ Commitment to maintaining confidentiality at all times ➤ Commitment to safeguarding and equality ➤ Embraces change well ➤ Deals with difficult situations effectively |

Date: January 2025